

**RICHLAND HILLS CHARTER REVIEW COMMITTEE  
THURSDAY, DECEMBER 15, 2022  
MINUTES**

Roll Call:

Committee Members Present

Theresa Bledsoe  
Bill Garretson  
Athena Campbell  
Stacey Morse  
Roland Goveas (via Zoom)  
Sheleen Jaymes, Chair

Committee Members Absent

Staff Present

Candice Edmondson, City Manager  
Lindsay Wells, City Secretary  
Rachel Raggio, City Attorney

Citizens Present

Joyce Fiaccone

**1. CALL TO ORDER**

Chair Sheleen Jaymes called the meeting to order at 5:32 p.m.

**2. PUBLIC COMMENTS**

No public comments.

**REGULAR AGENDA**

**3. Approve the minutes of the December 8, 2022 Charter Review Committee Meeting.**

**Motion:** Motion was made by Member Campbell and seconded by Member Morse to approve the minutes of the December 8, 2022 Charter Review Committee meeting.

Motion carried by a vote of 5-0.

**4. Discuss and take possible action on amendments to the City Charter**

City Attorney Rachel Raggio discussed proposed language changes to Section XII. Finance: Budget.

Discussion ensued regarding moving the budget public hearing currently listed in the Charter as being held in January to after the budget workshop generally held in March.

**Motion:** Motion was made by Member Campbell and seconded by Member Morse to hold a town hall meeting within 14 days of budget workshop in March.

Motion carried by a vote of 5-0

The Committee discussed Article XIII. Taxation and Article XIV. Planning and Building Regulations. City Attorney Raggio advised that these two articles are mostly governed by state law so no substantive changes are necessary or recommended.

The Committee discussed Article XV. Recall of Officers, Article XVI. Initiative and Referendum, as well as Article XVII. General Provisions. Discussion ensued regarding the number of signatures required for citizen driven petitions.

**Motion:** Motion was made by Member Goveas and seconded by Member Campbell to increase the number of signatures required for a citizen driven petition to be submitted to the City Secretary to 300 signatures or 25 percent of the number of votes cast during the last regular municipal election of the City, but no less than 300.

Motion carried by a vote of 5-0.

**Motion:** Motion was made by Member Campbell and seconded by Member Garretson to strike Mayor and Mayor Pro Tem from Section 17.03 as persons authorized to administer oaths.

Motion carried by a vote of 5-0.

Discussion ensued regarding nepotism as it relates to employees and the City Council.

**Motion:** Motion was made by Member Garretson and seconded by Member Campbell to approve the changes as presented to Section 17.12 related to nepotism to comply with state law.

Motion carried by a vote of 5-0.

**Motion:** Motion was made by Member Bledsoe and seconded by Member Campbell to accept Section 17.13(b) related to ethics as presented.

Motion carried by a vote of 5-0.

Further discussion ensued regarding adding a requirement to review the Charter on a timetable or at regular intervals and the City Attorney does not recommend the requirement of hard deadlines.

City Manager Candice Edmondson advised that the next Charter Review Committee meeting to be held Thursday, January 5, 2023, will review the recommended changes and the Thursday, January 12, 2023 meeting will consist of a Town Hall style meeting allowing the Committee to present the proposed changes to the public.

**5. ADJOURNMENT**

**Motion:** Motion was made by Member Morse and seconded by Member Garretson to adjourn the meeting.

Motion carried by a vote of 5-0

There being no further business to come before the Committee, Chair Jaymes declared the meeting adjourned at 6:31 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Rawlinson, City Secretary

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Sheleen Jaymes, Chair